

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Special Meeting - May 23, 2016 - 4:00 PM
District Administration Building

AGENDA

- | | |
|--------------------------|---|
| 1. ROLL CALL | 3 |
| 2. FINANCE AND BUSINESS | |
| A. Prime Vendor Approval | 4 |
| 3. ADJOURN | 6 |

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

MISSION

Our Core Purpose:

The mission of Wayzata Public Schools is to ensure a world-class education that prepares each and every student to thrive today and excel tomorrow in an ever-changing global society.

VISION

What We Intend to Create and Experience:

The vision of Wayzata Public Schools is to be a model of excellence where all students discover their unique talents, develop a love and tenacity for learning and demonstrate confidence and capacity for success through:

Exceptional Student Learning, Experiences and Relationships:

- High achievement by each and every student—no exceptions, no excuses;
- Content-rich, rigorous and personalized education;
- Meaningful relationships with teachers, staff, mentors and peers in a welcoming, nurturing and safe environment where all are valued for who they are and the contributions they make.

Community Trust, Confidence and Partnership:

- Comprehensive learning opportunities meeting diverse learner needs and community aspirations;
- Committed to being the first choice for students and families;
- Maintaining the highest levels of satisfaction and pride by staff, parents and community.

Operational Excellence:

- Attraction, development and retention of exemplary, creative and engaged employees;
- Accountability by all staff for individual and collective performance;
- Effective and efficient use of time and human, financial and physical resources;
- Culture of continuous improvement and responsive innovation;
- High performing district governance, management and partnerships.

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION
Special Meeting – May 23, 2016

AGENDA SECTION: 1. Call to Order

ITEM: Call to Order/Roll Call Attendance

COMMENTS BY: Chris McCullough, Board Chair

School Board Chair, Chris McCullough, will call the meeting to order. Clerk Cheryl Polzin will call the roll.

	<u>Present</u>	<u>Absent</u>
Linda A. Cohen	_____	_____
Andrea Cuene	_____	_____
Sarah Johansen	_____	_____
Erik Brown	_____	_____
Chris McCullough	_____	_____
Bonita Lucky	_____	_____
Cheryl Polzin	_____	_____
Chace B. Anderson, Ex Officio	_____	_____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Special Meeting-May 23, 2016

ITEM: Finance and Business Services

COMMENTS BY: Jim Westrum, Executive Director of Finance and Business

Bid Award – Prime Vendor-School Food

The request for proposals for Prime Vendor- School Food was held at the Administration Building on April 23, 2018 at 9:00 a.m.

It is recommended that Upper Lakes Foods Inc., be awarded with a low bid of \$775,753.25.

The bid includes pricing on the Market Basket: a variety of food items, commodities, and delivery and storage costs for our Culinary Express student dining programs. The bidders were also scored on Value Added Services: experience, qualifications, completeness of product line, service characteristics, fill rate reports, ancillary services, nutritional & CN Data information, computer capabilities, plan and procedures.

Please see the attached bid tabulation and scoring sheet.

RECOMMENDED ACTION: Award the Prime Vendor-School Food Bid to Upper Lakes Foods Inc. in the amount of \$755,753.25. The bid sheet is attached for your information.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

May, 19, 2016

To: Jill Schwint, Purchasing

From: Mary Anderson, Culinary Express

Re: RFP Prime Vendor

Proposals for the Prime Vendor were opened and read at 9:00 a.m. on Monday, April 18 2016. Four proposals were submitted. Proposals were received from Upper Lakes Foods Inc., US Foodservices Inc., Sysco Western Minnesota, Indianhead Food Service.

The Culinary Express Department evaluated the proposals and rated them according to the request for proposal terms. After considering the qualifications of the distributors as Stated in the RFP, the Market Basket price was given a maximum of 55 points. The value added services capability of the distributors was given a maximum of 45 points.

Vendor	Upper Lakes	Indianhead	Sysco West MN	US Foods	
Market Basket Total	\$755,753.25	\$825,190.55	\$881,052.35	\$884, 274.66	
Market Basket Rating	55 pts	37 pts	28 pts	18 pts	
Value Added Services Rating	42 pts	40 pts	40 pts	36 pts	
Total Rating	97 pts	77 pts	68 pts	54 pts	

The recommendation is to award the proposal to Upper Lakes Foods Inc. They are qualified, had the lowest cost Market Basket sample cost and the highest value added services rating. The Wayzata School District currently has their contract for Prime Vendor with Upper Lakes, and we have had a good working relationship.

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION
Special Meeting – May 23, 2016

AGENDA SECTION: 3. Adjourn

ITEM: _____

COMMENTS BY: Chris McCullough, Board Chair

This agenda item brings closure to the school board meeting.

RECOMMENDED ACTION: Call the meeting to a close.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions: _____

Time of Adjournment: _____